



**The John G. Lorenz Award  
For  
Timely and Accurate Submission of StLA Data  
Established by the StLA Steering Committee, February 20, 1998**

**Sponsors**

NCES and NCLIS

**Purpose**

To recognize the State Library agencies that promptly meet NCES standards for the completeness, quality, and timely submission of their StLA data in a given year.

**Eligibility**

Each StLA that (1) submits its StLA survey data **one month prior to the due date\*** which NCES establishes for submission of data (and announces at the time the survey software for that year is made available to the states) via either: (a) over the Internet, as attachment to an e-mail message; (b) over the Internet, to the Census FTP site; or (c) through the U.S. mail on diskette. The list of award recipients for a particular year is based on the Census receipt log as approved by the NCES StLA Survey Director. State Library agencies will receive an award if: (1) all three survey files are submitted (i.e., the data file, the error/warning message file, and the error/warning reason file), in dBASE format; (2) the state librarian certification form is submitted; (3) the submission is received/postmarked **one month prior to the due date**; and (4) any problems with electronic files or the state librarian signature form identified by Census are cleared up promptly.

**Timing**

This will be an annual competition and an award will be made to each state which qualifies.

## **Presentation**

The Awards are to be given annually at the COSLA Summer (or Fall) Meeting in a ceremony at which representatives from NCES, NCLIS, and the StLA Survey Steering Committee are present. Arrangements for the presentation are to be made with the COSLA President [or individual designated by the President for the appropriate meeting] by the Chair of the COSLA Research and Statistics Committee in cooperation with the NCES/NCLIS MOU administrator. The awards presentation is in part to draw attention to the StLA survey and its significance. The date for presentation may vary from year to year to encourage maximum participation.

## **Form of Award**

The award will consist of certificate and memento plaque indicating the state, year, and name of the award. The cost of the awards will be supported through the NCES/NCLIS MOU. [Award winners thereafter would receive an engraved plaque with year of award to add.]

## **Recipients/Acceptors**

The award is given to the state library agency and honors both (1) the data coordinator or other StLA staff member who submitted the data on behalf of the chief officer, and (2) the Chief Officer of the qualifying state library agency.

We recognize that the timely submission of StLA data requires the work of many people on a StLA staff. Timely submission therefore needs the leadership of the Chief Officer and the detailed work of the data coordinator or other individual who gathers the data and prepares the submission and therefore those two individuals should be honored through this award.

**\*modified on March 25, 2000**